

Florida Forever New Project Application



[Florida Forever](#) is a willing seller land acquisition program. Getting a project added to the *Florida Forever Priority List* is the first step toward of acquisition. Each project on the *Florida Forever Priority List* is determined by the Acquisition and Restoration Council (ARC) to be suitable as a conservation property, meets Florida Forever criteria, and has a willing owner/seller at the time it is added to the list. The Board of Trustees (BOT) must approve a project placed on the *Florida Forever Priority List* before it can be pursued for acquisition. Proposed projects are prioritized and ranked in categories by ARC members in December and the BOT approves the ARC-recommended *Florida Forever Priority List* in May, when a project is officially added to the list.

To propose a new project for the *Florida Forever Priority List*, submit this application, along with the supporting documentation specified in Attachments A-C below. Complete applications for new Florida Forever projects are accepted two times per year, April 30 and October 31. This application, along with the supporting documentation specified in Attachments A-C, must be submitted in electronic format on a CD or USB drive, and printed copies as specified in Attachments A-C. Maps should be in color and printed on paper no larger than 11" x 17". Florida Forever Goals, Performance Measures and Criteria can be accessed on our [website](#). Applicants may also consult the Florida Natural Areas Inventory (FNAI) [Conservation Lands](#) map to ensure the proposed parcel(s) are not already within an approved project boundary. Contact DEP's Office of Environmental Services at 850-245-2555 for more information.

General Information

Proposed Florida Forever Project: _____

Nearest City _____ County(s) _____

Sponsor/Affiliation Proposing Project: _____

Mailing Address: _____
Street City State Zip

Primary Phone: () _____ Email: _____

SUBMIT COMPLETE APPLICATIONS TO:

Office of Environmental Services
Division of State Lands
Department of Environmental Protection
3900 Commonwealth Blvd., Mail Station 140
Tallahassee, FL 32399-3000
Phone: 850-245-2555
Deborah.Burr@FloridaDEP.gov

Visit our [website](#) for more information about Florida Forever.

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Supporting documentation

Attachment A. Eighteen (18) copies with a general description (narrative) of the land proposed including:

- 1) A descriptive location of the proposed project with total acreage
- 2) The general physical, natural resource, biological, hydrological, archaeological and historical characteristics of the project.
 - a. Does the property contain historic structures fifty years old or older? If so, provide a brief description, photograph(s) and location.
 - b. Does the property contain any improvements/facilities? If so, include current and/or past use of the improvements.
- 3) Potential public recreation opportunities or other public uses.
- 4) Potential threats or development plans that could impact the value of the proposed project.
- 5) Local resolutions related to the potential public acquisition of the project (if applicable).
- 6) Details on how the project meets Florida Forever criteria [see [Chapter 259.105](#)(9) and (10), F.S.] and furthers the Florida Forever goals and performance measures [see [Chapter 259.105](#)(4), F.S.].
- 7) Whether the project is proposed for fee simple acquisition or less-than-fee acquisition, and why.
 - a. If a less-than-fee acquisition is proposed, include a brief description of the current use(s) of the property. Also include any known activities or property rights proposed to be acquired by the state and those proposed to be retained by the property owner.
- 8) The proposed land manager (if project is proposed for fee simple acquisition, also provide a management prospectus from the proposed land manager).

Attachment B. Ownership and tax information must include:

- 1) One (1) copy of the county property appraiser's property tax card for each parcel of land within the proposal. The tax card should include the following:
 - a. Tax parcel identification number
 - b. Just or market tax assessed value and tax assessed value.
 - c. Owners' names and addresses
 - d. Description and value of improvements.
 - e. Tax parcel acreage and its improvements.
 - f. Ad valorem taxes assessed on the property
- 2) A letter from each property owner confirming their willingness to sell **or** a statement from the applicant asserting that each owner has been contacted (provide one).

Attachment C. Maps and Aerial Photographs

- 1) Provide shapefiles for the proposed addition that depicts the boundaries of the proposed addition or show the property boundaries on a U.S. Geological Survey (USGS) topographic quadrangle map (18 copies). USGS topographic quadrangle maps can be obtained from the Department of Environmental Protection's [Land Boundary Information System](#) (LABINS) or the [U.S. Geological Survey](#).
- 2) Mark the boundaries of the proposed addition on county tax maps, overlain on aerials if available. If tax aerial overlays are not available, aerials or [Digital Orthophoto Quadrangle](#) (DOQs) and tax maps should be submitted. Tax plat maps and aerials are also available from each county's property appraiser's office (4 copies).
- 3) Mark the boundaries of the proposal on Florida Department of Transportation (FDOT) [county highway maps](#) (18 copies).

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Authorized Representative

In accordance with the Florida Forever application process, the following individual is authorized as the primary point of contact for all matters concerning this application on behalf of the owner(s) of the real property described below, in _____ County, Florida.

Property/project name: _____

Name/Affiliation of Authorized Representative: _____

Mailing Address: _____
Street City State Zip

Primary Phone: () Email: _____

Property information

Section _____ Township _____ Range _____

Lat/Long _____

Acres _____

Parcel identification number(s):

Landowner Information

Landowner Signature _____ Date _____

Landowner Name (print) _____

Mailing Address: _____
Street City State Zip

Primary Phone: () Email: _____

Please note: The landowner's signature above is not intended to preclude any representative of the Department of Environmental Protection, Division of State Lands (DSL), from contacting the property owner(s) directly concerning the property. This form is not intended to create or acknowledge an exclusive property listing agreement or any business relationship between the owner(s) of the property and the individual(s) named above. Owner understands that any commission or fee charged by the person named above in connection with the property is the sole responsibility of the landowner. This authorization will remain in effect throughout the application process unless written notice of rescission by the owner(s) named above, is received by the DSL.